



**DRAFT Dedham Parish Council (PC)**  
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**Minutes of the meeting of Dedham Parish Council on  
Monday 4<sup>th</sup> July 2022 at 6:30pm at the  
Duchy Barn.**

- Present:** Cllr Smith, Cllr Neville, Cllr Beeton, Cllr Haines, Cllr Harrison, Cllr Mole,  
Cllr Williams  
6 Members of the public
- 22/029**      **Welcome by the Chairman.**  
Cllr Smith welcomed everyone to the meeting.  
Cllr Fletcher has resigned from the council as from today and the monitoring officer has been informed and the council now has two vacancies.
- 22/030**      **Apologies for absence.**  
Apologies were received from Clerk C. Harbach  
Cllr Chapman and Cllr Barber cannot attend today as they are attending another meeting.
- 22/031**      **Declaration of Interests.**  
Councillors to declare any disclosable pecuniary interests relevant to this agenda. Note; Interests may also be declared at any point in the meeting where they become apparent.
- 22/032**      **Minutes**  
Acceptance of the minutes of the Meeting of 19<sup>th</sup> May 2022  
Cllr Beeton name was removed from attendees.  
Proposed Cllr Neville seconded Cllr Mole all agreed
- 22/033**      **Matters arising from these minutes.**  
All items are on this agenda.  
The Post Office van is now in a new position and was deemed suitable.
- 22/034**      **Have Your Say and visitors reports (CBC and County Councillors)**  
Questions may not be answered at this meeting but may go on to the next agenda.  
Maximum of 3 minutes per person/group to make representations to the Parish Council, to a total of 15 minute.  
Anti-social behaviour (see later on agenda)  
Boxhouse Lane resident referred to CBC planning dept with planning query

**22/035 Presentation from Grahame Stehle Dedham Neighbourhood Watch (10 mins)**

This was postponed due to illness.

**22/036 Committee Structure**

This was fully discussed by the council and it was felt that committees would create too many meetings for a small council. This has been confirmed with auditor and agreed that existing system is satisfactory. The exception to this will be a Planning committee as planning needs to be checked within the month. NB change in terms of reference will be looked at by the standard group.

Proposed Cllr Smith seconded Cllr Haines

**22/037 Finance, Standards and Procedures Report**

**22/037a.To approve expenditure made in June (as there was not a meeting) and expenditure for this month.**

S. Williams – bunting for Jubilee event	£179.80
J. Smith – reimbursement for band and other	
Jubilee purchases	£802.85
Clerk Salary – May 22	£314.56
J. Smith – Jubilee licence	£100.00
G. Neville – Reimbursement Jubilee purchases	£89.99
Moser Groundcare – grass cutting Inv 1329	£684.00
A O’Reilly – Village Warden	£611.81
Play Safety Ltd – playground inspection	£177.40
Colchester Borough Council – street lighting	£20.10
Deep Blue Z – Jubilee Band	£700.00
Wok n Roll – Food vouchers for performers	£66.00
Spingold Design & Print – jubilee display boards	£282.00
Karzees Ltd – Toilet Hire for Jubilee event	£696.00
J & EP Brewers – hay bales for Jubilee	£150.00
FFC Freeman & Sons – footpath cutting	£1,687.98
	=====
Total June 22	£6,562.43

All previously agreed by council for June payments

July payments for approval

DPCC – Duchy Barn hire	£75.00
Speedy Asset Services Ltd – fencing for Jubilee	£316.50
Clerk Salary and mileage June 22	£442.56
Rural Community Council of Essex – subscription	£72.60
Jan Stobart – Internal Auditor	£220.00
Dedham Parish Magazine	£1000.00
A O’Reilly – Village Warden and materials	£1035.82

Moser Groundcare – grass cutting Inv 1343	£540.00
FFC Freeman & Sons – Footpath cutting	£2,046.24
Colchester Borough Council –	
Rubbish costs for Jubilee	£360.54
JF Tree Specialists Ltd – High priority work	£3,000.00
Essex Association of Local Councils – training	
Cllr Mole	£108.00
Essex Association of Local Councils – training	
Cllr Fletcher	£108.00
Play Safety Ltd -	£20.00
	=====
Total for July 22	£9,320.26

These payments were all agreed.

**22/037b. Audit report update and signing of amended AGAR figures (AGAR paperwork to be signed Paul will cover this item)**

The recommendations of the Audit report are to be implemented within the next three months.

A review of the statutory policies will take place

Cash book - there is a new Excel system adopted and explained by Cllr Harrison

AGAR error (£40) from previous year corrected Proposed Cllr Mole Seconded Cllr Smith papers for auditors were signed.

**22/038 Infrastructure and Asset management**

**22/038a.** Repairs for Blackbrook Mr Halsall will be contacted to look at the required repairs.

**22/038b.** Work on trees after tree survey - the High-level areas of risk have taken place.

**22/038c.** Contractor for Therapy farm Cllr Smith will speak to a potential contractor.

**22/039 Traffic and Planning/planning applications**

221296 25 Dedham Meade, Dedham Colchester CO7 6EU. Rear extensions, alterations and improvements to existing property. Proposed Cllr Smith 2<sup>nd</sup> Cllr Haines

No objection

221077 Grove Hill House, Grove Hill, Dedham Colchester CO7 6DX. Conversion of outbuilding to form ancillary annex to the main dwelling house

No objection but must remain ancillary to main dwelling. Proposed Cllr Smith 2<sup>nd</sup> Cllr Neville

221171 Hill House, Birchwood Road, Dedham Essex CO7 6EA

Application for approval of details reserved by condition 4 of approved application 212497. No Comment

221053 Alonzo Dene Coggeshall Road, Dedham Colchester CO7 6ET. Demolish side bedroom extension, construction of ground & first floor extension &

re construction of garage. As a number of bungalows have been changed to 2 storey residences propose no objection. Proposed Cllr Smith 2<sup>nd</sup> Cllr Haines with one abstention Cllr Beeton

221054 St Michaels Coggeshall Road, Dedham Colchester CO7 6ET. Replacement dwelling & garage. As a number of bungalows have been changed to 2 storey residences propose no objection. Proposed Cllr Smith 2<sup>nd</sup> Cllr Haines with one abstention Cllr Beeton

220971 57 Dedham Meade, Dedham Colchester CO7 6EU. Decision issued approved conditional. Already approved with no restriction regarding side windows. Proposed Cllr Smith 2<sup>nd</sup> Cllr Haines

220950 Albany House, School Lane, Dedham Colchester CO7 6HF. Norway maple and walnut crown thin by 30% deadwood clean and crown lift by a further 2m. No comment.

221468 - Heath Cottage, The Heath, Dedham CO7 6BU. Demolition of existing single storey side extension, porch and rear conservatory. Construction of two storey side extension, single storey rear extension and front porch. No objection. Proposed Cllr Smith 2<sup>nd</sup> Cllr Haines

All agreed except where stated.

Essex Highways have moved the review of Local Highway Panel (LHP) from Quarter 1/2 to Quarter 4 Cllr Barber is going to investigate.

VAS at Dedham Heath still trying to source new batteries. Cllr barber is following this up

**22/040**

**Business/Media/Community liaison**

NEPP Mill Lane improvements have been approved

Discussed possibility of Automatic number-plate recognition (ANPR) at car parks

There is potential for building new disabled toilets

A Changing area in Mill Lane was discussed if lighting and power available

Illegal kayak has been issued an order under anti-social act, apparently now trading in Suffolk

**22/041**

**Special Projects**

Royal Square any changes will need to go to consultation

**22/041a.** Queens Jubilee Celebrations update

A good event enjoyed by all.

**22/042**

**Monitoring 3rd party vegetation not the responsibility of the council**

Agreed to continue with the current policy

**22/043**

**Clerks Correspondence and contact enquiry forms**

First Track buses are due to take over the new bus contract as from the 31<sup>st</sup> July 2022 from the current contractor Panther buses. It has not yet been confirmed if there are any alterations to the route or timetable. Any updates will be passed on.

There was anti-social behaviour at the river recently where the police broke up fighting. The people involved who had been moved on by the Police moved to the recreation ground field where they threw rubbish around the area. This was previously mentioned in the meeting.

There has also been concerns from residents regarding the water quality of the river and this has been discussed with the Borough council and the relevant authorities.

There has been a request from a local baby and toddler group asking for donations towards equipment. This has been passed on to the Finance committee to discuss further.

There was a Freedom of Information requested from a resident which has been replied to by the council.

**22/043**

**Tackling antisocial behaviour**

There have been many concerns from residents regarding this. The council can only reiterate that the issue is in Suffolk and involves a private land issue. Cllr Smith will arrange a meeting with Babergh Council to discuss the way forward and will also look into private security.

**22/044**

**Funding bids**

Carried forward to next meeting.

**22/043**

**Internal and external communication protocol**

Protocol not ready to be discussed at the moment.

**22/044**

**Councillor vacancy update**

The Parish Council now have 2 councillor vacancies. These will be readvertised in the Parish Magazine and the Parish Council website, also local social media sites.

**22/045**

**CBC Donated Oak Tree**

Information - There is an oak tree available as part of the Queen's Jubilee donation for every parish in the country which is between 12 and 15ft and will be delivered by CBC to a stated area. this is a cost-free tree.

To be planted on strip of land by Black Brook.

**22/046**

**Blue Plaque for Alice Lee.**

The plaque was agreed to go ahead after more information had been gathered by John Goldsbrough as to the where the locality of the site is likely to be. Ongoing.

**22/047**

**National Grid Green Energy project - Pylon update.**

The question of co-opting interested residents on to this group were discussed and these residents will be contacted by the Parish Council.

An article informing the impact on Dedham has been placed on the website as well as the Dedham Vale Voice site.

- 22/048**      **Training events**  
Reports on attended events  
Nominations for new events  
There has been and is still ongoing training between the Clerk and Cllr Harrison.  
Cllr Mole is to complete part 2 of the councillor course shortly.
- 22/049**      **Items for the next agenda**  
Any items are to be carried forward and any new items to be sent to the Clerk
- 22/050**      **Date and Time of next meeting**  
Next meeting is Monday 12<sup>th</sup> September 2022 6:30pm
- 22/051**      **Chairman's closure of the meeting**  
  
Chairman closed the meeting at 8:55pm